

14 August 1963

25X1 MEMORANDUM FOR: [REDACTED]
Assistant to the Director

SUBJECT: Contract Negotiations

1. I am on leave until 26 August.

25X1 2. I am advising [REDACTED] to contact you in case during
my absence he needs some additional information. He is proceeding
as rapidly as he can to get all the planning accomplished to complete
25X1 the contract. He will be in touch with [REDACTED] directly. I am
25X1 asking [REDACTED] by copy of this memorandum to keep you advised.
25X1 Would you be good enough to help [REDACTED] in any way that you can.

25X1 3. At long last the proper people in the Agency have the
word in pursuance of your action memorandum on the interior design
contract. [REDACTED] has this in hand and will push ahead with all
speed. He is in touch with the comptroller's office, I believe. You
might give him a ring about Wednesday or Thursday to see how it is
coming.

25X1 4. You will note several pictures framed in [REDACTED] office.
The week of my return I will have available between 15 and 20.

25X1 5. We are having second thoughts on the mode of display
of the Directors' portraits. I talked with [REDACTED] last Wednesday and
he said that on either Friday, 30 August, or Tuesday, 6 September,
25X1 I am having [REDACTED] come out to meet with the Commission and
25X1 [REDACTED] to explore the use of more contemporary framing as well as a
placement directly against the plaster wall at least on a temporary
basis until we can determine our reaction. We tried a mock-up of
the paneling I suggested and found it totally unsatisfactory.

25X1

25X1

cc:

[REDACTED]
SA/DDS&T

[REDACTED]
James Q. Reber
Chairman
Fine Arts Commission